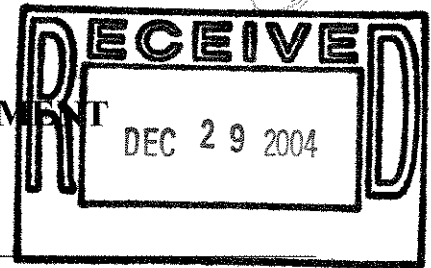


**ACTON MUNICIPAL PROPERTIES DEPARTMENT**  
**INTERDEPARTMENTAL COMMUNICATION**



**To:** Don P. Johnson, Town Manager

**From:** Dean A. Charter, Municipal Properties Director *(DAC)*

**Subject:** Mileage Donation

**Date:** 12/29/04

As you may recall, for several months earlier this year I was without a Town vehicle to carry out my day to day duties, due to an accident in late January. During this period I used my personal vehicle for my daily tasks. I would never ask for reimbursement for this use, but would appreciate it if the Board would accept my donation of \$172.20 in mileage, for income tax calculation purposes. A log of the miles is shown below:

1/29/04	10 miles
1/30/04	8 miles
2/2/04	27 miles
2/3/04	18 miles
2/4/04	8 miles
2/5/04	9 miles
2/6/04	27 miles
2/9/04	48 miles
2/10/04	22 miles
2/11/04	8 miles
2/12/04	8 miles
2/13/04	12 miles
2/17/04	35 miles
2/18/04	95 miles
2/19/04	17 miles
2/20/04	15 miles
2/23/04	20 miles
2/24/04	28 miles
2/25/04	21 miles
2/26/04	34 miles
3/8/04	10 miles
3/9/04	12 miles
3/10/04	8 miles
3/11/04	29 miles
3/12/04	13 miles
3/15/04	24 miles
3/16/04	20 miles
3/17/04	10 miles
3/18/04	8 miles
3/19/04	9 miles
3/21/04	21 miles
3/22/04	17 miles
3/23/04	16 miles
3/25/04	3 miles

<b>TOTAL:</b>	<b>492 miles</b>	<b>X</b>	<b>\$0.35 per mile</b>	<b>\$172.20</b>
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